



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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May 29, 2007

IN REPLY PLEASE

REFER TO FILE: **PJ-1**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**ALLEN J. MARTIN PARK
NEW COMMUNITY BUILDING AND
GENERAL PARK IMPROVEMENTS
APPROVE TOTAL PROJECT BUDGET
SPECS. 6826; C.P. 69473
SUPERVISORIAL DISTRICT 1
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Find that this project is categorically exempt under the California Environmental Quality Act.
2. Approve the total project budget of \$2,388,000, and authorize the Director of Public Works to carry out the project.
3. Approve and authorize the Internal Services Department (ISD), as the County's purchasing agent, to issue purchase orders for the acquisition and installation of new modular buildings and associated site improvements for an estimated cost of \$1,050,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Allen J. Martin Park is a 6.9-acre local park in unincorporated County area near La Puente. The park site is currently developed with a recreation building, public restroom, ballfield, basketball court, play area, picnic areas, and two parking lots.

Approval of the recommended actions will allow ISD, in its capacity as the County's purchasing agent, to issue a purchase order to Design Space Modular Builders, a County Agreement vendor, for the acquisition and installation of a new prefabricated 3,300-square-foot community building and 760-square-foot concession building.

The acquisition of the modular buildings for this project falls under the statutory authority of the County's purchasing agent. However, because of the specialized nature of the installation and the need to meet certain code requirements, the service component associated with the installation of labor costs exceeds the authority of the purchasing agent. Therefore, your Board's approval is required for the purchasing agent to proceed with this aspect of the acquisition.

The vendor will provide permitted plans for the modular buildings (including foundations), new Americans with Disabilities Act-accessible walkways for the buildings, and all required utility connections. In addition, the exterior of the existing recreation building will be plastered and painted, one of the existing parking lots will be refurbished, the existing trash enclosure will be reconstructed, and the park irrigation system will be modified using a Job Order Contract.

Due to the technical nature of the project, the use of at-risk youth employment is not feasible.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being as the project is an investment in public infrastructure and will provide enhanced recreational opportunities that will assure good health, education, workforce readiness, and social and emotional well-being for children and families.

FISCAL IMPACT/FINANCING

The total project cost, including plans and specifications, plan check, construction, purchase order, equipment/utility connection fees, consultant services, civic art, miscellaneous expenditures, and County services, is currently estimated at \$2,388,000. The Project Schedule and Budget Summary are included in the enclosure.

The Fiscal Year 2006-07 Capital Project Budget (C.P. 69561) currently includes \$1,747,000 in appropriation for the project. On April 17, 2007, your Board approved the proposed Fiscal Year 2007-08 Capital Project Budget, which allocated an additional \$641,000 to fully fund the project. The project will be funded with \$1,690,000 in State Proposition 12 per Capita Grant funds and \$698,000 of First District Capital Project net County Cost funds.

Operating Budget Impact

Based on the project description and current salary and benefits rates, Parks and Recreation anticipates a one-time start-up cost of \$40,000 to equip and furnish the new buildings. In addition, Parks and Recreation anticipates an additional increase of

\$107,000 in annual ongoing operating costs for staff maintenance, recreation supplies, and utilities.

Parks and Recreation will work with the Chief Administrative Office to determine the appropriate operating requirements and available funding and will request funding for the one-time and ongoing costs in its Fiscal Year 2007-08 Final Changes Request. Based on the current project schedule, the one-time start-up and ongoing operating costs will be incurred sometime in mid-Fiscal Year 2007-08.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The total project cost includes a \$24,000 allocation to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

This project is not subject to the Countywide Energy and Environmental Policy adopted by your Board on January 16, 2007, since it was authorized and funded prior to February 15, 2007, and involves the procurement of prefabricated modular buildings, each less than 10,000 gross square feet in size.

ENVIRONMENTAL DOCUMENTATION

The proposed project is categorically exempt under the California Environmental Quality Act Guidelines in accordance with Article 19, Sections 15301 (l) (4); 15303 (c), (d), and (e); 15304 (b); and 15332; and under Class 1 (h) (4); Class 3 (a), (b), and (d); and Class 4 (c) of the County of Los Angeles Environmental Procedures and Guidelines adopted by your Board on November 17, 1987, because the project will involve construction of limited small facilities or structures and associated utility extensions within an existing developed park facility.

CONTRACTING PROCESS

The acquisition of the modular buildings is a commodity purchase under the statutory authority of the County's purchasing agent. The purchase will be requisitioned through and accomplished by the purchasing agent in accordance with the County's purchasing policies and procedures established by ISD.

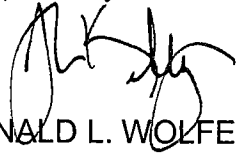
IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will have no impact on current County services or projects. The park facility will remain open to the public during construction of the proposed improvements.

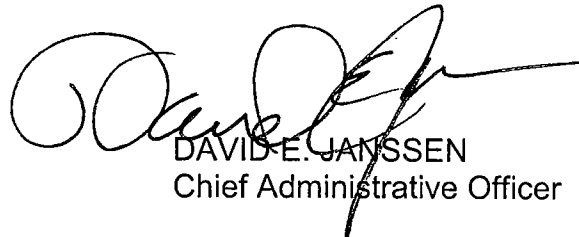
CONCLUSION

Please return an adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Parks and Recreation, and Public Works.


Respectfully submitted,



DONALD L. WOLFE
Director of Public Works



DAVID E. JANSSEN
Chief Administrative Officer



RUSS GUINEY
Director of Parks and Recreation

MP:ejt

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Enc.

cc: County Counsel
Internal Services Department (Paul Vagnozzi)
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

May 29, 2007

ENCLOSURE

**ALLEN J. MARTIN PARK
NEW COMMUNITY BUILDING AND
GENERAL PARK IMPROVEMENTS
APPROVE TOTAL PROJECT BUDGET
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I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Purchase Order	07/02/07
Plans and Specifications	07/12/07
Modular Building Submittals	07/31/07
Jurisdictional Approvals	08/16/07
Substantial Completion	12/31/07
Acceptance	02/28/08

II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Land Acquisition	\$ 0
Job Order Contract	\$ 350,000
Purchase Order	1,050,000
Contingency	210,000
Subtotal	<u>\$1,610,000</u>
Equipment/Utilities Connection Fees	\$ 136,800
Plans and Specifications	\$ 168,385
Consultant Services	\$ 105,945
Jurisdictional Review and Plan Check	\$ 12,500
Miscellaneous Expenditures	\$ 12,500
County Services	\$ 317,870
Civic Art	\$ 24,000
TOTAL	\$2,388,000